

# Early Learning Hub of Linn, Benton & Lincoln Counties

## NAME Meeting Minutes

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| <b>MEETING COMMENCED</b>          | 9:00am, December 13, 2018<br>Linn-Benton Community College, Albany   |
| <b>MEETING CALLED BY</b>          | LeAnne Trask   |
| <b>WORK GROUP MEMBERS PRESENT</b> | Mary Jackson, Deanna jBarclay, Cindy Cole, Connie Adams, Jeff Davis, Sheri Branigan, Juana Estrada, Cindy Bond, Cheryl French, Misha Mayers, Lynn Hall, Kristi Collins, Jennie Hartsock, Shirley Blake |
| <b>VERSION</b>                    | Final  |
| <b>RECORDED</b>                   | No   |

### Agenda topics

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| <b>DISCUSSION ITEM</b>   | Pollywog Parent Newsletters – Jennie |
| The December Parent Newsletter included low-cost and free local activities in the region.  |                                      |
| January 2019 is National Creativity Month, which incorporates “right-side meets left-side” activities across the world that help children live well in a complex, diverse world. |                                      |
| This includes LBCC Parent/Child children’s books, STEAM activities hosted by the public libraries, and LBCC Parent/Child classes that promote creative thinking.                 |                                      |

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| <b>DISCUSSION ITEM</b>   | Pollywog Parent Voice Blog – Shirley |
| Shirley is experimenting with publishing times to increase readership.   |                                      |
| Popular blog topics include breastfeeding, immunizations, healthy relationships, feelings, and thankfulness.               |                                      |
| She highlights new 2019 plans, such as:  |                                      |
| <ul style="list-style-type: none"> <li>• Vlogs, audio recordings (possibly podcast), nominate/interview parents</li> </ul> |                                      |

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| <b>DISCUSSION ITEM</b>   | Pollywog Friday Update – LeAnne |
| Went to a monthly format.                                      |                                 |
| Added a “Pollywog Training Update,” which partners appreciate. |                                 |
| Next issue going out on December 17, 2018.                     |                                 |

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| <b>DISCUSSION ITEM</b>   | Google Analytics – LeAnne |
| “Creative Development” is a parent/child class. It is offered in Spanish for the first time. |                           |
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| <b>DISCUSSION ITEM</b> | VistaLogic (Clara) Updates – LeAnne  |
|                        | VistaLogic has gone through several revisions to fix bugs.   |
|                        | The User's Manual has been thoroughly updated, so please update.                                       |
|                        | There is potential for setting up a Pollywog Partner basecamp to stay up-to-date.                      |
|                        | When a referral is rejected by an agency, the sender-agency isn't automatically notified.              |
|                        | If a child is referred, the agency doesn't know the parent's name.                                     |
|                        | Leave the referred person as a "contact" if you cannot accept their referral and make them a "client." |

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| <b>DISCUSSION ITEM</b> | Addition to Pollywog – Kristi  |
|                        | Pollywog was originally designed for agencies to input their clients. However, this doesn't track how the client discovered Pollywog.                        |
|                        | VistaLogic will add a "How did you hear about Pollywog" check-box. This helps us learn about where people are coming from to report to the State or funders. |
|                        | For the Primary Interest question, consider including home visiting, child development, in-home parent support   |

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| <b>DISCUSSION ITEM</b> | 211 Review – LeAnne   |
|                        | The 211 Community Engagement Coordinator resigned.  |
|                        | LeAnne hands out 211 information to each agency present.  |
|                        | Consider inviting a 211 representative to work with partner agencies to rework their 211 listing. |
|                        | Crosswalk agency information in Pollywog with their information listed in 211.                    |
|                        | LeAnne agrees to give Mischa Pollywog cards.  |

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| <b>DISCUSSION ITEM</b> | Subcontractor Module – Kristi   |
|                        | There is a LBLELH subcontractor platform began December 3 <sup>rd</sup> for quicker and easier reporting. This platform seamlessly communicates with the Pollywog platform. |
|                        | We are piloting with four partners, which includes Old Miller Center and Strengthening Rural Families, among others.  |
|                        | The new manual will be available soon.  |
|                        | This is the new VistaLogic care coordination system. Pollywog will eventually move over to this platform. Information is forthcoming.                                       |
|                        | If you accept and work with a referral, always change the status to "client."   |

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| <b>DISCUSSION ITEM</b> | UCC Transformation Meeting / Project – Kristi   |
|                        | The Universal Transformation meeting on December 12, 2018 introduced Unite Us, which the IHN-CCO is working with to create a closed-loop referral system and database.          |
|                        | Moving forward, Pollywog will become a specialized referral within the Unite Us system. This means Pollywog personnel will be able to refer their clients to a larger audience. |
|                        | Pollywog began with the intention to connect prenatal care to parenting education. The CCO will refer to Pollywog to represent early learning services.                         |
|                        | Unite Us offers robust data dashboard, which the Early Learning Hub can utilize.  |
|                        | The RHIC is separate from Unite Us.   |

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| Partners are struggling with the consent form. Once the consent form is submitted, the consent is valid until the client chooses to withdraw consent.  |
| If the client goes through Unite Us, their consent spans to Pollywog. Multiple languages are only available on the hard consent copy.  |
| LBCC staff can sign up for Unite Us training.  |
| Unite Us licenses will last one year.  |
| There is need for more transparency. A majority of the agency representatives at this meeting support Unite Us, but they feel there was not enough transparency. This wasted time and money that could have gone to other resources. However, everyone and every agency will make a mistake that impacts partners. The group feels that mistakes can lead to more success. |

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| <b>NEXT MEETING</b>          | February 7, 2019 |
| 9:00-10:30am                 |                  |
| <b>MEETING<br/>ADJOURNED</b> | 10:36pm          |